

Report Date: 14 Apr 2014

Summary Report for Individual Task
551-88K-4714
Enforce Maintenance of Vessel's Nautical Charts and Publications
Status: Approved

DISTRIBUTION RESTRICTION: Approved for public release; distribution is unlimited.

DESTRUCTION NOTICE: None

Condition: Assigned as a Small Tug Vessel Master, First Mate or Boatswain onboard an Army vessel, given the requirement to enforce the policies and procedures in maintaining charts and publications, a completed risk assessment, all applicable publications, forms, records, tools, materials, personnel, and equipment, day or night, in all weather conditions and all MOPP levels in an operational environment scenario. Some iterations of this task should be performed in MOPP 4.

Standard: Verify the crewmember establishes and maintains charts and publications, a correction card file, and chart portfolios without damage to equipment.

Special Condition: None

Safety Level: Low

MOPP: Sometimes

Task Statements

Cue: Given a requirement to enforce maintenance of the vessel's nautical charts and publications.

DANGER

None

WARNING

None

CAUTION

None

Remarks: None

Notes: None

Performance Steps

1. Verify the crewmember inspects the chart and publication files.
 - a. Inspects for a chart/publication correction card (DMA 8660/9) for each chart and publication.
 - b. Inspects for chart or publication number.
 - c. Inspects for portfolio number.
 - d. Inspects for edition number and date.
 - e. Inspects for classification.
 - f. Inspects for latest Notice to Mariners correction date.
2. Verify the crewmember inspects chart portfolios.
 - a. Uses chart correction card to inspect charts for correct edition and date.
 - b. Inspects chronological order of charts in the portfolio.
3. Verify the crewmember inspects publications on hand in the library.
 - a. Uses publication card to inspect each publication.
 - b. Inspects to see if publications are in order and current.
4. Verify the crewmember posts chart and publication corrections.
 - a. Takes cards from file that lists publications and charts to be corrected.
 - b. Posts corrections on card.
 - c. Posts corrections in all publications.
5. Verify the crewmember conducts follow-up on outstanding requisitions.
 - a. Requests supply status.
 - b. Maintains file of outstanding requisitions.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score the Soldier GO if all performance steps are passed (P). Score the Soldier NO-GO if any performance step is failed (F). If the Soldier fails any step, show what was done wrong and how to do it correctly.

Evaluation Preparation: Ensure that all materials required to perform the task are available. Tell the Soldier that he/she will be evaluated on enforcing maintenance of the vessel's nautical charts and publications.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Verified the crewmember inspected the chart and publication files.			
2. Verified the crewmember inspected chart portfolios.			
3. Verified the crewmember inspected publications on hand in the library.			
4. Verified the crewmember posted chart and publication corrections.			
5. Verified the crewmember conducted follow-up on outstanding requisitions.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	DMA 8660/9	Chart/Publication Correction Record Card.	Yes	No
	DMA CHART NO 1	DMA CHART NO 1	Yes	No
	DMA PUB 9	DMA PUB 9	Yes	No
	TC 4-15.51	MARINE CREWMAN'S HANDBOOK	Yes	No

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT.

AR 200-1 delineates TRADOC responsibilities to integrate environmental requirements across DOTMLPF and ensures all training procedures, training manuals, and training doctrine includes sound environmental practices and considerations. The Army's environmental vision is to be a national leader in environmental and natural resource stewardship for present and future generations as an integral part of all Army missions. Environmental protection is never completed. Continuously be alert to ways to protect our environment and reduce waste. Leaders must ensure that their unit has an active and strong environmental program. They must understand the laws and know what actions to take.

Leaders bring focus, direction, and commitment to environmental protection. Commanding officers should ensure the following environmental programs are in place and are being maintained:

- Hazardous materials program.
- Hazardous waste program.
- Hazardous communications program.
- Pollution prevention and hazardous waste minimization recycling program.
- Spill prevention and response plan program.

Safety: In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination.

All operations will be performed to protect and preserve Army personnel and property against accidental loss. Procedures will provide for public safety incidental to Army operations and activities and safe and healthful workplaces, procedures, and equipment. Observe all safety and/or environment precautions regarding electricity, cable, and lines. Provide ventilation for exhaust fumes during equipment operation and use hearing protection when required IAW AR 385-10, the Clean Air Act (CAA) and the CAA amendments, and the OSHA Hazard Communication standard.

Accidents are an unacceptable impediment to Army missions, readiness, morale, and resources. Decision makers at every level will employ risk management approaches to effectively preclude unacceptable risk to the safety of personnel and property affiliated with this task.

- (a) Take personal responsibility.
- (b) Practice safe operations.
- (c) Recognize unsafe acts and conditions.
- (d) Take action to prevent accidents.
- (e) Report unsafe acts and conditions.
- (f) Work as a team.

Prerequisite Individual Tasks :

Task Number	Title	Proponent	Status
551-88K-2709	Maintain Vessel Nautical Charts and Publications Onboard a Class B Vessel	551 - Transportation (Individual)	Approved
551-88K-3511	Monitor Watch Standing Procedures Onboard a Vessel	551 - Transportation (Individual)	Approved

Supporting Individual Tasks :

Task Number	Title	Proponent	Status
551-88K-2709	Maintain Vessel Nautical Charts and Publications Onboard a Class B Vessel	551 - Transportation (Individual)	Approved
551-88K-2513	Supervise Vessel Anchoring Operations	551 - Transportation (Individual)	Obsolete

Supported Individual Tasks :

Task Number	Title	Proponent	Status
551-88K-3502	Monitor Unimproved Port Operations Onboard a Vessel	551 - Transportation (Individual)	Approved
551-88K-3507	Monitor Inland Towing Operations Onboard a Vessel	551 - Transportation (Individual)	Approved
551-88K-3512	Monitor Vessel Anchoring Operations	551 - Transportation (Individual)	Approved
551-88K-3510	Monitor Rescue Operations Onboard a Vessel	551 - Transportation (Individual)	Approved

Supported Collective Tasks :

Task Number	Title	Proponent	Status
55-2-0043	Pass Ocean Tow to a Harbor Tug.	55 - Transportation (Collective)	Approved
55-2-0034	Provide Mission Command of Organic Vessel Assets.	55 - Transportation (Collective)	Approved
55-2-0022	Provide Harbormaster Support for Offshore Cargo Operations.	55 - Transportation (Collective)	Approved

ICTL Data :

ICTL Title	Personnel Type	MOS Data
MOS 88K Watercraft Operator SL 4	Enlisted	MOS: 88K, Skill Level: SL4, Duty Pos: TFJ